

**KEWAUNEE COUNTY  
FINANCE & PUBLIC PROPERTY COMMITTEE - MEETING MINUTES**

Date: January 08, 2021 Time: 8:00 AM

Location: Administration Center–Human Services Large Conference Room

Call to order: The meeting was called to order at 8:00AM by Chairman Mastalir.

Roll call: Members present: John Mastalir, Virginia Haske, Tom Romdenne, Doak Baker, Excused: Jeffrey Vollenweider. Others present: Scott Feldt, Paul Kunesh, Jeff Wisnicky, Daniel Olson, Pat Benes, & Nancy LaCrosse.

Approve the agenda: Motion by Baker, second by Haske to adopt the agenda. Motion carried.

Approve minutes: Motion by Romdenne, second by Baker to approve the 12/07/2020 Finance Committee minutes. Motion carried.

Public Comment: None

Monthly Administrative report:

- a. Monthly Financial Report – November 2021. Contingency will end 2020 with a \$64,062 remaining balance. Sales tax collected for November in December was \$111,691 bringing the year total to \$1,196,373 with one more month to go. Human Services received the WIMCR payment in 2020 in the amount of \$617,272. That payment will directly help reduce the HSD fund deficit. All anticipated Routes to Recovery grant payments have been received. The new Business Development Loan Program (BDLP) had 4 inquiries since late fall, no applications yet. The Tax Deed properties from last month proceeded as anticipated with one property being acquired by the County and the other two being paid.
- b. Medical/Dental Financial Report - November 2021. Medical claims and costs through November 2020 are tracking at about 104% of premium equivalents. Stop loss insurance, claims, and effects on future premiums were discussed.
- c. Overtime Report – December 2021. Overtime through December is in line with expectations.

Fair Board Contract – Insurance Requirement: Pat Benes & Nancy LaCrosse of the Fair Board presented some history of the Fair Board agreement with the County and requested a reduction of the minimum liability insurance coverage. Some neighbor County coverage was presented. The Fair Board is asking for the \$5M liability general aggregate be reduced to a \$1M general liability aggregate. The Fair Board needs insurance by July 1 so there is some time to review this now. Feldt recommended the Fair Board members prepare a written comparison of other County Fair coverage levels and bring back a proposed coverage level request next month. Annual reports as contained within the agreement were also requested by Feldt. A brief history of the Fair and County was provided. Fair Board will return next meeting.

Discussion of Issues for 2021: Feldt presented three items to be discussed sometime during 2021: Sales Tax, County Fees, and Overview of County Debt. A brief discussion of each followed.

Approval of 2021 Insurance Renewals: The last remaining 2021 insurance renewal, Crime Policy, was presented with three coverage options ranging from current coverage to full coverage for various fraudulent acts. Kewaunee County as well as other municipalities and

businesses have seen an increase in fraudulent attempts. Kunesh recommends additional coverage as presented with option 3 due to the increased amount and quality of attempted fraud. Motion by Baker, second by Romdenne to approve option 3. Motion carried.

Review vendor payments: Vendor payment reports for December were reviewed by the committee.

Approve County Board and Supplemental Payroll: Motion by Romdenne, second by Baker to approve the County Board and Supplemental Payroll as presented. Motion carried.

Such other matters as authorized by law: None.

Next finance committee meeting: Feb 5 at 8AM.

Discussion of Extension of Balehouse Lease (No Action): Feldt discussed the extension of the current lease agreement for an additional five years. Mastalir presented the reasons for the request and answered questions. Proposed improvements to the facility would outlast the current lease term. No discussion took place between Mastalir and the committee. Mastalir then turned the meeting over to Romdenne and left the meeting at 9:40AM. The Committee then discussed the issue and gave Administration parameters for the extension. This will be presented at the February Finance Committee meeting.

Adjournment: Motion by Baker, second by Haske to adjourn the meeting. Motion carried. Meeting adjourned at 9:49AM.

Submitted by:  
Paul Kunesh

